



May 8, 2015

KANSAS BULLETIN NO. KS340-15-1

SUBJECT: SPA—Client Gateway Readiness

Purpose: To inform field office employees of possible increase of requests for Local Registration Authority (LRA) service for Client Gateway

Expiration Date: September 30, 2016

Client Gateway is a U. S. Department of Agriculture (USDA) public Web site that allows individual landowners and land users the secure ability to request conservation technical and financial assistance from the USDA's Natural Resources Conservation Service (NRCS). Client Gateway provides users the alternative to work with NRCS via the Internet as a supplement to in-person support. NRCS will be making a full public announcement of Client Gateway's availability mid to late May.

Access to Client Gateway requires a Level 2 eAuthentication (eAuth) account and a Service Center Information Management (SCIMS) Record that is linked to the eAuth account. Client Gateway is piloting the NRCS Application Access Assistant (AAA), a new automated service that removes the need in most cases to visit a service center for traditional in-person identity proofing by an LRA. The AAA also performs the required link of the SCIMS record to the eAuth account, as long as the SCIMS record and eAuth account have the required elements (i.e. primary email address). **If the client chooses not to use the automated process, or there are issues with the automated identity validation, NRCS LRAs need to be prepared to provide assistance with in-person identity validation.** Although the Farm Service Agency also has LRAs, we should make every attempt to be the first line of service for our Client Gateway users. Note: the AAA is ONLY for Client Gateway users.

For Kansas NRCS, supervisory district conservationists and district conservationists are LRAs. A Job Aid for LRA can be found on the [Kansas SharePoint in the Shared Documents, Computer Access Procedures folder](#). The job aid contains instructions for validating level 2 credentials and linking an eAuth account with a SCIMS record.

Contact: Xiomara Tryban for Client Gateway financial assistance; Teresa L. Harrington for technical assistance; Debbie L. Newton for LRA assistance

(signed)

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